

Site Plan: B Designator Design Review Checklist Exemption*			
EFFECTIVE 9/15/2013		FEES*	INITIAL DEPOSIT
PDS PLANNING		\$1,278	
ENVIRONMENTAL			
PDS REVIEW TEAMS			
STORMWATER			
DEH	SEPTIC/WELL		
	SEWER		
PDS TRAILS REVIEW			
VIOLATION FEE		**	
INITIAL DEPOSIT & FEE TOTAL			
\$1,278			

- * The application fee is waived for a Site Plan application that is within the I-15 Corridor, and for review of a single dwelling or for structures accessory to such a dwelling (except DEH).
- ** Projects subject to a Code Compliance Violation do not qualify for a Site Plan Permit Design Review Checklist Exemption.

PLEASE FOLLOW ALL INSTRUCTIONS CAREFULLY TO AVOID DELAYS IN PROCESSING.

PART A:

All listed items must be completed, signed and saved as PDF files on a USB Flash Drive. PDS forms are available at <http://www.sdcounty.ca.gov/pds/zoning/ZoningNumeric.html> and at the links below.

- Plot Plan
- [126 Acknowledgement of Filing Fees and Deposits](#) (see Note #1)
- [305 Ownership Disclosure](#)
- [320 Evidence of Legal Parcel](#) (and any Deeds)
- [346S Supplemental Application](#)
- [581 Plan Check Pre-Application Notice](#)
- Completed Design Review Checklist

PART B:

In addition to **PART A** on a USB Flash Drive, all items listed under **PART B** must be completed, signed and submitted as paper hard copies.

- Plot Plan (see Notes #4 and #5)
- [346 Discretionary Permit Application](#): One (1) hard copy
- [346S Supplemental Application](#): One (1) hard copy
- [581 Plan Check Pre-Application Notice](#): One (1) hard copy
- Completed Design Review Checklist: One (1) hard copy

PART C:

All items below are informational only and not to be submitted.

- [Community Design Review Guidelines and Community Design Review Checklists](#)
- [090 Typical Plot Plan](#)
- [209 Defense and Indemnification Agreement FAQs](#)

225	Summary of the "B" Community Design Review Area Regulations
267	Appointment Letter
507	Site Plan Design Review Checklist Exemption Instructions
906	Signature Requirements
1008	Site Plan Permit Design Review Checklist Exemption - Staff Checklist
1009	Site Plan Design Review Checklist Exemption - Applicant's Guide

Submittal Appointments are no longer required.
Check-in at the main PDS counter no later than 3:30 p.m.
Submittal package MUST BE complete.

NOTES:

1. If the Financially Responsible Party (FINRESP) wants to designate an additional DEPOSITOR (such as an Agent or Permit Runner) to make online deposits to the FINRESP'S Trust Account(s), then the FINRESP and the DEPOSITOR must be Accela Citizen Access Registered Users and complete all of form PDS-126. Register at: <https://publicservices.sdcounty.ca.gov/citizenaccess>.
2. Save each complete Study, Report, Plot Plan, Map, etc., as a single PDF file onto One (1) USB Flash Drive. Submit only the requested files. Provide only one (1) USB Flash Drive at intake. All files must have all security restrictions and passwords removed. PDF files must be named by either "Form Number" (example: PDS-399F), or "Title of the submitted study" (example: Fire Protection Plan).
3. Please note: USB Flash Drive will not be returned.
4. The number of site plan sets will depend on the Community Design Review your project is in. You must submit a total of **Three (3)** sets **PLUS** an additional number of sets as follows:
 - a. For **ALPINE DRB: TWO (2)** additional sets – total number - **5**;
 - b. For **I-15 DRB: TWO (2)** additional sets – total number - **5**;
 - c. For **JULIAN DRB; TWO (2)** additional sets – total number - **5**;
 - d. For **LAKESIDE DRB: TWO (2)** additional sets – total number - **5**;
 - e. For **RAMONA DRB: FOUR (4)** additional sets – total number - **7**;
 - f. For **SWEETWATER DRB: TWO (2)** additional sets – total number - **5**;
 - g. For **VALLEY CENTER DRB: TWO (2)** additional sets – total number - **5**;
 - h. **If your project is in the I-15 CORRIDOR**, you may also be in the **FALLBROOK, BONSALL or VALLEY CENTER DESIGN REVIEW AREA** – in this instance you must submit enough sets for both areas. Site Plans for other than SFDs (commercial, industrial, multi-family) go to both I-15 DRB and the other appropriate DRB. The fee waiver for I-15 only applies to Site Plans for SFD, on single lot. Does not apply to multiple SFDs on multiple lots.
5. Site plan sets shall consist of: Plot Plan, Elevations and Concept Landscape Plan. Stapled together and folded to 8½" x 11" with the lower right-hand corner exposed.
6. NO FEES REQUIRED for a Site Plan filed for review of a SINGLE-FAMILY DWELLING within the I-15 corridor per Section 7602(d)(9) of the Zoning Ordinance.
7. Inform applicant that project goes to local Community Planning Group and/or Design Review Board for recommendation.
8. If project is a violation, the project must complete the discretionary Site Plan Permit process.